



South Haven Memorial Library November 11, 2025 Minutes

Members:

Liz Smith –President

Jean Stein –Vice President - Absent

Marilyn Bertorelli –Treasurer

Marge Lampe -Secretary

Ida Sledge – Trustee

Gretchen Spreitzer – Trustee – by Phone

Gordon Bleil- Trustee

Also Present: J. France, Director

Call to order: The meeting was called to order by president, L. Smith at 7:03 p.m.

Approval of minutes for meeting on October 14, 2025: Motion to approve by M. Bertorelli; motion carried. A copy will be sent to city council.

Approval of agenda for November 11, 2025: Motion to approve agenda by I. Sledge; motion carried.

Public Comments: None

Treasurer's report: Operations for October -**Total income:** \$152,417.47, **Total expenses:** \$48,458.19. **Vendors' bills:** \$49,336.35. Motion to pay vendor bills by M. Lampe, all supported.

Renovation Budget Report: Income for October: \$73,195.81; Total expenses: \$0.00.

Investment Update: M. Bertorelli reported total current invested now \$2,350,662.40. Interest accrued since inception: \$39,531.31. Discussion held about developing a strategic plan to cover how interest funds will be used to support continued updating of library equipment and capital needs. J. France suggests that there are library specific experts who may assist with this work. G. Bleil and one other board member will be on a committee comprised of two staff and J. France to work on a plan.

Director's Report:

- Overdrive checkouts-1,117, MEL: Borrowed 303, Loaned 74; Patrons through doors: 3,603. Small meeting room uses: 68; Community Room: 504.
- Baker & Taylor (Book source) will no longer handle special or back-orders. All remaining books available are priced at 50% off. Amazon has been used successfully and at no increase in cost.
- Mitten (& Hat) tree is up to collect mittens and hats for WeCare. These will be picked up mid-December.
- Work continues with new catalogue (Atrium.) Staff training is November 19 & 20. The library will be closed those two days. G. Bleil asked about the time line/steps for completion of project.
- Website connection to Atrium is scheduled.
- Rearrangements of shelving and electrical work is completed in Children's section. Desk will be moved soon.
- Outdoor signs have been put on a timer so that they are off during night hours per Code Enforcement request.
- Handrail by slope at entry has been installed.
- In honor of the 250th anniversary of the country, the Carnegie Foundation is gifting each library facility that was started by Carnegie with \$10,000.
- Upcoming Holiday Closings: November 27 – Thanksgiving; December 24 & 25 – Christmas Eve and Day; January 1 – New Year's Day + early closing at 5pm New Year's Eve.
- Story time is Tuesdays at 11am
- Programs:
 - 11am, 1st Friday - Playdoh playdate
 - 11am, 3rd Friday – Messy Play Day
 - 11am, 3rd Saturday – STEM Saturdays
 - 11am, 4th Saturday – Astronomy Club

- Special Holiday Events
 - November 22, 11am: Eleanor's Very Merry Christmas Wish: Story, songs & crafts
 - December 6, 11am-12:30: Christmas Party with Santa
 - Food Drive: Collecting for local pantry through December 16
 - Cookie Boxes: Provide ingredients & recipe for a favorite cookie: Collecting through December 22
 - Ice Breaker – January 31
 - April 29: Kate Hinote Trio at 6 pm

Correspondence: None

Old Business:

- None

New Business:

- Review of Health Plan Proposals: J. France presented three different company's options for Hard Cap or 80/20 coverage for employees. Current number of full-time staff is 5. M. Lampe moves to use the Priority Hard Cap option for employee insurance for 2026 at a cost of \$82,626.84. All in favor; motion passes.
- Political Policy Review-Section 1: Tabled till next meeting

Board Comments:

- None

Adjournment: Motion to adjourn by I. Sledge, all in favor. Meeting adjourned at 8:04PM.

Next regular meeting: December 9, 2025 – 7:00 PM

Respectfully submitted,
Margery Lampe, Secretary